

## **EQUAL EMPLOYMENT OPPORTUNITY ADVISORY COMMITTEE (EEOAC)**

October 24, 2001

Prepared by: Ivonne Guzman-Cicero

Final Version Date: January 29, 2002

### **Members Present**

### **Guests Present**

### **Members Absent**

Gayle Yost (El Monte)

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Judy Lowder (Sacto)

Yusuf Ibrahim (El Monte)

Chuck Owens (El Monte)

Ivonne Guzman-Cicero (El Monte)

Stephanie Hernandez (El Monte)

Joe Guerrero (El Monte)

Charles Ross (El Monte)

Tony Dickerson (El Monte)

Judy Yee (Sacto)

Analisa Bevan (Sacto)

The meeting was called to order at 12:45 p.m. after the teleconference phone was connected. The main conference was held at El Monte, Annex 4 Auditorium. This meeting was teleconferenced to members at Cal/EPA Headquarters Building located in Sacramento. Gayle Yost informed the Committee that Judy Lowder separated from ARB one week ago.

### **APPROVAL PREVIOUS MINUTES**

The committee decided to postpone review and approval of minutes for March 23<sup>rd</sup>, August 8<sup>th</sup> and September 22<sup>nd</sup>. Stephanie Hernandez will check if a guideline about the minutes process exist. She will e-mail the guideline or the web page to all members for the process. Stephanie Hernandez will incorporate member comments to the September 22<sup>nd</sup> minutes.

### **DISABILITY ADVISORY COMMITTEE**

Gayle Yost informed that the event held on October 10, 2001 at Cal/EPA Headquarters Building-Lobby went very well. CAL/EPA had 30 different organizations with booths in the building lobby at Sacramento.

El Monte Disability Awareness Event of October 24 was a success. About 160 people attended the six presentations. Organizations provided excellent material and very interesting and informative presentations about Deaf, Hearing-Impaired, Multiple Sclerosis, Arthritis, Repetitive Stress, and Stroke caused disabilities. Employees

enjoyed the event. El Monte committee members believe that taking into consideration employees' areas of interest and the Division Chiefs support was very important in the outstanding turnout of the event.

Gayle Yost requested the support of all members to encourage ARB staff to submit the State Employee Disability Questionnaire. Up to date less than 15% of the employees have responded. Members expressed that the low response might be because not all employees received the survey and the reluctance to enter ones Social Security Number (SSN). Gayle Yost explained that the State Personnel Board (SPB) designed the survey. The SPB requires the SSN to identify how many employees of each organization responded and to eliminate duplicate counting. The data ARB receives after the survey is the total number of persons with disabilities. Names and types of disability are confidential.

Once the answers are captured in the database, the questionnaires will be destroyed. Employees need to use the green form and envelope provided by the SPB. Survey copies will not be accepted. Stephanie Hernandez will send 25 extra surveys to Charles Ross, Ivonne Guzman-Cicero, and Tony Dickerson in case some employees ask for them. Gayle Yost indicated the deadline is extended to November 1, 2001 to allow time to receive as many responses as possible to ensure that all data is accurate.

## **EEOAC PROJECTS**

The committee is interested in doing Career decision making seminars for upward mobility but has put this on hold because the schedule has been full.

## **NEW BUSINESS / OPEN AGENDA**

The members elected Tony Dickerson as the new Chairman and Analisa Bevan as the new Vice-Chairperson.

The next two meetings will be held in Sacramento on November 13<sup>th</sup> from 1:30 to 3:30 and on January the 29 from 9:30 to 11:30. The plan is to have a meeting on January 29, 2002 where all members will attend in Sacramento.

## **ADJOURN**

The chairman adjourned the meeting at 2:15 p.m.